



**TENANCY VACATE NOTICE**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

I/we: \_\_\_\_\_ of \_\_\_\_\_

Wish to give **TWENTY ONE (21)** days written notice of our intention to vacate the above premises

We will be returning the keys for the property on: \_\_\_\_/\_\_\_\_/\_\_\_\_ (refer to calendar behind)

My/Our forwarding address is \_\_\_\_\_

Work: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

I/we understand that the property is to be left as nearly as possible in the same condition as it was when I/we first took the occupancy at the beginning of the tenancy. If this does not occur I/we understand that a claim may be made against my/our bond.

I/we understand that I/we will be charged for rent up to and including the day I/we return the keys to your office.

If necessary I/we understand that the carpets may need to be steam cleaned upon vacating the premises.

**Vacating inspection:**

I/we wish to be present at the vacating inspection Yes { } No { }

(Upon the return of the keys/remote controls the real estate/Property manager will be in contact to set a time for the final inspection)

I/We understand that you may want to show the prospective tenants through the property. Please arrange access for this purpose by contacting me/us.

I/we will usually be available to give access on the following days (please specify):

\_\_\_\_\_

\_\_\_\_\_

Regards,

Tenants \_\_\_\_\_ Tenants \_\_\_\_\_

**PLEASE TURN OVER**

Office Use Only	
Date notice received ____/____/____	Vacate Date entered: ____/____/____
Tenancy Expiry Date ____/____/____	Tenant & landlord letter sent: ____/____/____

**Cecil Hills**

4/1 Lancaster Avenue, Cecil Hills NSW 2171

P 02 9822 9955 F 02 9822 9899

E cecilhills@uapg.com.au

ABN 58 093 902 900

**Carnes Hill**

Shop B22, Carnes Hill Market Place, Carnes Hill NSW 2171

P 02 9607 9955 F 02 9607 9899

E carneshill@uapg.com.au

ABN 72 079 856 018



# UnitedAgents

PROPERTY GROUP

2017																												
January							February							March							April							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4							1	
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22	
29	30	31	26	27	28	26	27	28	29	30	31	23	24	25	26	27	28	29										
																				30								
May							June							July							August							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
	1	2	3	4	5	6				1	2	3							1				1	2	3	4	5	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
28	29	30	31	25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30	31							
													30	31														
September							October							November							December							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
					1	2	1	2	3	4	5	6	7				1	2	3	4							1	2
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	29	30	31	26	27	28	29	30	24	25	26	27	28	29	30	31						

www.calendarlabs.com

### Cecil Hills

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### Carnes Hill

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*Uniting people with property.*

[www.uapg.com.au](http://www.uapg.com.au)